

Subject to approval at the January 13, 2015, Board of Works meeting.

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

JANUARY 6, 2015
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Sana G. Booker [arrived at 8:33 a.m.], Brooke E. Folkers, and Jonathan C. Speaker. Tanuja R. Sheth was absent. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. December 30, 2014, Meeting

Mr. Speaker moved to accept the minutes of the December 30, 2014, Board of Works meeting. Ms. Folkers seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Correction to Ordinance No. 05-15: Amending the 2015 WWTU Salary Schedule [Ordinance No. 30-14 (Second Amended)] – Clerk-Treasurer

Clerk-Treasurer Rhodes stated that in the preparation of the ordinance, the incorrect version was pulled. We revised the first amended version instead of the second amended version. This is to re-do exactly the same action, but in the most recent version of the amended salary ordinance.

Mayor Dennis noted that Ms. Booker arrived [8:33 a.m.].

WWTU Director Henderson commented that the only change to the ordinance was to allow for the Assistant Director of Development position, which is paid approximately 15% from the WWTU.

Ms. Folkers moved that the correction to Ordinance No. 05-15 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

b. Promotion: Operations Supervisor – Adam Huwe – WWTU

Director Henderson requested approval to promote Adam Huwe to Operations Supervisor, effective January 17, 2015, with a bi-weekly salary of \$1,902.70.

Mr. Speaker moved that the promotion for Adam Huwe be approved. Ms. Speaker seconded the motion.

The motion was adopted.

c. Salary Increase: Sacramento Course – Operation of Wastewater Treatment Plants, Volume I – Jonah Johnson – WWTU

Director Henderson explained that the salary ordinance allows for compensation to the staff for certain continuing education courses and certifications. He requested approval for a salary increase for Jonah Johnson for the completion of the Operation of Wastewater Treatment Plants, Volume I course. Mr. Jonah's annual salary would increase by \$250, retroactive to December 1, 2014. He would also be reimbursed \$150 for the course enrollment fee and materials.

Ms. Booker moved that the salary increase for Jonah Johnson be approved. Mr. Speaker seconded the motion.

The motion was adopted.

d. Salary Increase: Sacramento Course – Operation of Wastewater Treatment Plants, Volume II – Peng Li – WWTU

Director Henderson requested approval for a salary increase for Peng Li for the completion of Operation of Wastewater Treatment Plants, Volume II. Ms. Li's annual salary would increase by \$250, retroactive to December 1, 2014.

Ms. Folkers moved that the salary increase for Peng Li be approved. Mr. Speaker seconded the motion.

Ms. Booker asked if Ms. Li should get the same \$150 reimbursement as Mr. Johnson.

Director Henderson responded that Ms. Li has not provided her receipts yet.

The motion was adopted.

e. Grant of Easement: Cumberland Sanitary Sewer Extension, Parcel 1 – Engineering
Public Works Director Buck requested approval to accept this easement, granted by Wal-Mart, which is a part of the Fairway Knolls and Sheraton Lift Station project. He noted that we have been working with Wal-Mart corporate for approximately two years to get this easement.

Ms. Booker moved that the grant of easement for the Cumberland Sanitary Sewer Extension, Parcel 1 be approved. Ms. Folkers seconded the motion.

The motion was adopted.

f. Agreement: West Lafayette Farmers Market Campaign Coordinator – Grace Lemen – Development

Marketing and Grants Administrator Shaw stated that in 2014 we applied for, and were awarded, a USDA grant in the amount of \$26,784 to promote the West Lafayette Farmers Market. The intent is to increase awareness, diversity, customer base, vendors, and products at our market. The application included \$1,200 to hire a marketing coordinator at an intern level. She requested approval to enter into an agreement with Grace Lemen for that position. Ms. Shaw explained that Ms. Lemen is one of the assistants at the market, so we have already worked with her.

Ms. Folkers moved that the agreement with Grace Lemen be approved. Ms. Booker seconded the motion.

The motion was adopted.

g. Claims

- i. AP Docket \$1,572,515.47

Mr. Speaker moved that the claims be approved. Ms. Folkers seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

h. Other Items

► Director Buck reported on the snow plowing efforts, stating that the plows were out all night, All of the major and side streets have been plowed and they will be out doing additional cleanup during the day.

► Police chief Dombkowski stated that he has driven around the City, and he has talked to some County and Purdue officials, and he believes that our streets are in the best shape around. He stated that we will be in contact with the Tippecanoe County Emergency Management Agency (TEMA) as temperatures start to drop.

► Fire Chief Heath invited everyone to a swearing-in ceremony for a new firefighter after the Board meeting.

3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.